

Minutes of the Meeting of
Louisiana State Board of Architectural Examiners
Baton Rouge, Louisiana
September 18, 2009

Attending Allen Bacqué, President presiding
 Creed Brierre
 John Cardone, Jr.
 Michael Holly
 Richard LeBlanc
 Robert McKinney
 Teeny Simmons, Executive Director
 Paul H. Spaht, Board Attorney

Call to Order

1. The meeting was called to order by the President.

Minutes Approved

2. The Minutes from the meeting held June 12, 2009 were approved as written.

IDP Report

3. Ms. Marsha Cuddeback presented the following IDP report:

A. **Announcements:**

Louisiana IDP

New - Jill Bambury is stepping down as the Southern University IDP Educator Coordinator. Assistant Professor Jason Lockhart is the new IDPEC beginning August, 2009.

New - Doris Guerrero, Tulane University, will be acting as Co-Coordinator with Judith Kinnard

NCARB

New - Supplementary Education can be reported through e-EVR

New - IDP Guidelines updated July 2009 (<http://www.ncarb.org/Experience-ThroughInternships/Meeting-NCARB-Experience-Requirements.aspx>)

New - NCARB's *Professional Conduct* monograph and passing the online quiz is now a recognized supplementary education activity for the IDP, free for interns.

B. **Development**

- Ongoing - Louisiana IDP Weblog (<http://www.louisianaipd.org>)
- Ongoing - Louisiana IDP Facebook
(<http://www.facebook.com/group.php?gid=77860191621>)
- IDP Webpage on Louisiana Board of Architectural Examiners
(<http://www.lastbdarchs.com>)
- New - Statewide Student: Intern Competition under development

C. **Louisiana IDP Forum 2011**

Forum development starting January 2010. (Tulane has expressed interest in hosting the event). Seeking input from Board members about location and timing.

D. **2009 IDP Coordinators Conference (agenda attached)**

Participants from Louisiana (total conference participants, 92)

Doris Guerrero, Tulane IDP Educator Co-Coordinator
 Robert McKinney, ULL Interim IDP Educator Coordinator
 Jason Lockhart, Southern IDP Educator Coordinator
 Marsha Cuddeback, LSU and State IDP Coordinator
 Bill Willoughby, LA Tech IDP Educator Coordinator (unable to attend)

E. **Highlights**

- NCARB will distribute the “CAREER Building Blocks” IDP powerpoint presentation at the end of September for use by coordinators during presentations to students and interns.
- Keynote Speakers: George Miller, AIA 2010 President Elect, and Kermit Baker, AIA Chief Economist.
- Harry Falconer introduced recent staff: Rachel Kros, Nick Serfass, and Martin Smith.
- Gulf States Regional SharePoint Site (AIA IDP Portal) was established during the conference for regional coordination among State and Educator Coordinators in Alabama, Arkansas, Louisiana, Mississippi and Tennessee.
- Breakout Workshops: Economy Workshop, New Emerging Professionals Companion, and IDP Coordinators Frequently Asked Questions.
- State Coordinators Workshop: Gulf States Region - Develop working relationship with AIA Regional Director (Trula Remson), create “shared calendar” on the SharePoint site, link social network sites, sponsor “Ideas” competition, schedule meeting among primary regional stakeholders, create awareness of statewide events for regional participation (eg., LA IDP Forum 2011).

F. **AY 2009-2010 - Schedule of Events**

Educator Coordinators will determine the date and time for each event below and forward to the LA State Coordinator for reporting to the Board.

1) SCHOOL - WIDE PRESENTATION: conducted by the IDP Educator Coordinator, present CAREER Building Blocks presentation from NCARB, Q&A, and discussion.

2) PROFESSIONAL PRACTICE CLASS VISIT: State Coordinator in-class visit, presentation and discussion.

3) WORKSHOP: each school determines agenda based on student’s interests and needs (State Coordinator, Board member, AIA Component participation)

Executive Directors
Report

4. The Executive Director’s report consisted of the following:

- A. Processed and renewed applications for Architectural Corporations., Architectural Engineering Corporations and Limited Liability Companies.
- B. Prepared letters for architects serving on Architects Selection Board beginning September 15. No election was required.
- C. Preparation of papers required for audit of Fiscal Year 2008-09.

D. Purchases of equipment and office supplies for Mr. Eddleman (part-time investigator).

E. Attendance: NCARB Annual Meeting held in Chicago, Illinois, June 17-21, 2009.

Legal

5. Mr. Spaht presented the following legal matters for discussion/action:

A. Rule §1301 – The board reviewed a NOI published in the Louisiana Register on May 20, 2009, proposing an amendment to Rule §1301 concerning the procedures for renewing architectural licenses. The proposed amended rule sets forth the procedures for renewing an architectural license online. On motion by Mr. McKinney, seconded by Mr. LeBlanc, the board unanimously adopted the proposed amendment. The adopted rule will be published in the Louisiana Register.

On motion by Mr. Cardone, seconded by Mr. Holly, the board decided to amend §1301.E to increase the delinquency fee for an architect domiciled in Louisiana from \$75 to \$105 and the delinquency fee for an architect not domiciled in Louisiana from \$150 to \$180. The board will begin the procedures for adopting this amendment to its rules.

B. Firm Practice – On August 1, 2009, Mr. Bacqué and Ms. Simmons met with the AIA Louisiana board at its meeting in Florida and explained the proposed legislation to that board. Thereafter, Tracy Lea in a letter dated September 8, 2009, and Norbert L. (“Knobbie”) Langlinais in an email dated September 11, 2009, both members of the AIA Louisiana board, expressed their personal concerns about the proposed legislation. The board reviewed the communications from Lea and Knobbie, as well as a memorandum from Mr. Spaht which addressed each of the concerns expressed.

The board discussed the importance of having the full and complete support of AIA Louisiana in any attempt to amend the laws concerning firm practice. In an attempt to address the concerns expressed by Mr. Lea and Knobbie, as well as any other concerns of that organization, Mr. Bacqué will write a letter to AIA Louisiana requesting a meeting in October of 2009 between representatives of the LSBAE with that board’s appropriate committee. In addition, Mr. Spaht will amend H and I of the proposed legislation to address the concerns expressed by AIA Louisiana pertaining to professional architectural corporations and architectural-engineering corporations.

C. Proposal to Perform Architectural Services – The board reviewed an email dated July 21, 2009 from Cynthia Avari concerning a proposal to perform architectural services by a company licensed to practice architecture in Louisiana. The employees of the company who are designated to perform the architectural services are registered architects in Louisiana. The email asked: Is it permissible for a principal of the company, who is not a licensed architect in Louisiana, to sign the proposal?

After discussion, the board concluded that the proposal should be signed by an architect licensed to practice architecture in Louisiana, unless and until some satisfactory explanation as to why this cannot be done is made. The executive director will so advise Ms. Avari.

D. Request for Waiver of Examination Requirement – The board reviewed a letter dated August 4, 2009, from Donald Dautat setting forth the many difficulties which he has experienced in passing the ARE; his letter requested a second evaluation of his latest examination and mentioned the possibility of an oral examination. R.S. 37:146 provides that no person shall practice architecture until he has passed an examination approved by the board, and § 901 of the board rules provides that the ARE prepared by NCARB is the examination required to obtain registration. After discussion, the board concluded that it lacks authority to issue a license unless the candidate passes the ARE, and the administration and grading of the examination is done by NCARB. If Mr. Dautat believes that he needs extended time to take the ARE, or other accommodations, he should address his need for such to NCARB.

The board observed that Mr. Dauzat described himself as an “Architect Intern.” For someone who meets the requirements of Rule §1529, the correct description is “Intern Architect.” The board does not know if Mr. Dauzat meets the requirements of this rule; if not, he is not permitted to use the description “Intern Architect.”

The executive director will advise Mr. Dauzat of the board’s discussions and its concerns.

- E. Certification of IDP Training Units – The board reviewed a series of emails originating with an intern who claimed that his former employer was refusing to sign the necessary forms so that he could receive IDP credit hours for work performed. According to the intern’s email, the former employer was upset because the intern had left employment in New Orleans to obtain a better job opportunity in Chicago. The board decided that it should write the employer and request that he either sign the forms or explain why he should not do so. Ms. Simmons then called the intern to make certain that he was aware of what the board intended to do. The intern told Ms. Simmons that he did not want the board to do anything at this point. The board considered the intern’s request for board action permanently and irrevocably withdrawn, and the board decided that it should do nothing on this matter. Ms. Simmons will confirm her communications with the intern in writing.
- F. Use of AIA in Louisiana by Architects Not Licensed in This State – The board reviewed a listing in the Lafayette Yellow Pages under “Architects” for the MBSB Group. The listing included “Hugh Stevens, Sr. AIA” and “Leigh Blakeman, LA REG ID 141.” R.S. 37:145.A provides, “[n]o person shall . . . use any title, sign, advertisement, or other device to indicate that such person practices or offers to practice architecture, or renders architectural services, or is an architect, unless such person shall have secured from the board a certificate or registration and license in the manner hereinafter provided. . . .” Although Mr. Stevens is apparently registered to practice architecture by the Texas Architectural Licensing Board, he is not registered or licensed by the LSBAE. After discussion, the board concluded that it is not permissible for a person not registered by the LSBAE to be included in a listing of “architects” in the Yellow Pages with the suffix “AIA,” since that listing and suffix indicated to the public that person was licensed to practice architecture in Louisiana. The board further concluded that the listing for “Leigh Baseman LA REG ID 141” was unclear and required clarification; Leigh Baseman is a licensed interior designer, not a licensed architect, and the “ID” might mean something other than “Interior Designer” to the public. The executive director will instruct MSB Group to amend its listing in the Yellow Pages to address these issues.
- G. CAU Credit for Studying and Passing the International Building Code – The board reviewed and discussed an email dated September 5, 2009, from Julie Little requesting CAU credit for her time in studying and passing the International Building Code, Building Plans Examiner Certification. The board discussed this request and decided that it would not approve it since it does not satisfy the requirements of the rules for obtaining CAU credit. The executive director will so advise Ms. Little.
- H. Use of the words “A Professional Corporation” – By letter dated September 9, 2009, Jennifer Wallis of Trampoline Architects requested clarification on use of the verbiage “A Professional Corporation” in that firm’s marketing materials. On motion duly made, seconded, and unanimously passed, the board decided to consider this request which was not on the agenda.

Trampoline Architects is revamping its marketing materials. Ms. Wallis asked if her firm was required to use the words “A Professional Corporation” on its business cards, letterhead, envelopes, shop drawings, website, transmittals and change orders, contract documents, or logo. If so, Ms. Wallis asked if the words “A Professional Corporation” could be shortened to A.C.

A former board had discussed and decided similar questions, and the board reviewed Ms. Simmons’ memorandum dated October 16, 1990. This memorandum answered the questions being asked by

Ms. Wallis concerning use of the words "A Professional Corporation" on the business cards, letterhead, envelopes, shop drawings, transmittals, change orders, and contract documents of a professional architectural corporation.

The memorandum did not specifically address use of the verbiage "A Professional Corporation" in the website or logo of a professional architectural corporation. The board concluded that, in accordance with the earlier memorandum, a professional architectural corporation should use the verbiage "A Professional Corporation," or one of the other phrases required by R.S. 12:1088, in its website and logo.

Finally, the board decided that it should revisit and further discuss the conclusions stated in the October 16, 1990 memorandum at its next meeting, including particularly whether any shortening of the verbiage "A Professional Corporation" to A.C. would violate the letter or the spirit of R.S. 12:1088.


Ms. Simmons will provide a copy of the October 16, 1990 memorandum to Ms. Wallis and advise her of the board's discussions and conclusions.

6. Mr. Bacqué advised he has set a goal of obtaining art for the walls of the office from the architects in the state. He will write an article for the newsletter advising architect of the process and is working with a local printer (Pixus Digital Printing).
7. Mr. McKinney suggested a meeting (lunch) with the heads of the schools of architecture to discuss common licensing/practice issues between the Board and the schools. He will draft a letter to the heads and prepare a short agenda. This will be held at the December meeting or a Spring Board meeting.
8. Mr. Ron Blich was elected President and Mr. Richard LeBlanc was elected Secretary of the Board for a one year period beginning January 1, 2010. It was also decided that Mr. LeBlanc will serve as President and Mr. Blich will serve as Secretary for the year beginning January 1, 2011.
9. The Board reviewed the August 2009 Budget Report.
10. The remaining meeting date for 2009 is December 18.

Date

12/18/2009


Allen Bacqué, President


Michael Holly, Secretary

Budget Report

Budget